

2018

# HAZARDOUS MATERIALS INCIDENT PLAN MARTINSVILLE & HENRY COUNTY



## **HAZARD SPECIFIC ANNEX: HAZARDOUS MATERIALS INCIDENT**

This Hazard Specific Annex is an addendum to the Emergency Operations Plans (EOPs) of the County of Henry (Incident Annex# 7) and City of Martinsville (Incident Annex# 1)

Officials and departments with primary responsibility for initial on-site response are listed below:

<u>County of Henry</u>	<u>City of Martinsville</u>
Department of Public Safety	Emergency Management Coordinator
County of Henry Vol. Fire Departments	Martinsville Fire and EMS Department
County of Henry Vol. Rescue Squads	Martinsville Police Department
County of Henry Sheriff's Office	Martinsville Public Works

Agencies which may be requested to provide technical assistance, special equipment, or response team members are:

Virginia Department of Emergency Management  
Chemtrec  
Environmental Protection Agency  
U.S. Coast Guard  
OSHA  
Adjacent Jurisdictions  
Virginia Department of Environmental Quality  
Henry-Martinsville Health Department  
Consolidated Laboratory Services  
Virginia Department of Transportation  
FEMA  
Virginia State Police

Other government and private organizations that may be requested to provide supporting actions, dependent upon the magnitude of the situation, are:

County of Henry or Martinsville Superintendent of Schools  
Henry County Public Service Authority  
Henry-Martinsville Social Services Department  
Memorial Hospital of Martinsville and Henry County  
American Red Cross of Blue Ridge Virginia



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## **Task Assignments**

### **A. County of Henry – Department of Public Safety**

#### **Martinsville City – Emergency Management Coordinator**

1. Provide coordination and leadership of public and private organizations for the development and maintenance of this plan, including mutual-aid agreements with adjacent jurisdictions.
2. Provide overall direction and control of emergency operations.
3. Operate the Emergency Operations Center (EOC) when activated.
4. Provide the Virginia EOC with reports of an incident.
5. Coordinate release of public information through the Public Information Officer.
6. Maintain a record of incident-related expenses.
7. Provide training and conduct exercises of the plan.
8. Provide emergency public information and rumor control.
9. Obtain and coordinate cleanup activities.

### **B. Martinsville/Henry County 9-1-1 Communications Center**

1. Provide a point-of-contact (central dispatcher) for notification and verification of a Hazardous materials release.
2. Dispatch initial response units and alert key officials.
3. Assure that the emergency communications system is ready for use for such emergency with backup systems in place.

### **C. County of Henry Sheriff's Office and Martinsville Police Department**

1. Provide assistance to the on-scene commander to warn and evacuate the public as required.
2. Provide assistance to the on-scene commander to control access to the area and provide traffic control.
3. Provide assistance to the on-scene commander to provide security for evacuated area.

### **D. Henry County Volunteer Fire Departments; Henry County Volunteer Rescue Squads; Henry County Department of Public Safety-Operations Division; and Martinsville Fire & EMS**

1. Ensure personnel are properly trained and equipped to respond to incidents involving known hazardous materials in the area.
2. Maintain a list, by facility of hazardous materials and their related Safety Data Sheets.
3. Develop response action checklists or SOP's unique for each chemical facility.

### **F. Henry/Martinsville Health Department**

1. Provide emergency health services and coordinate with the District Health Director to develop plans for response to mass exposure.
2. Coordinate with Superintendent of Schools to provide proper sanitation and health care in evacuation assembly centers.
3. Ensure water supplies and food stuffs are free of contamination after cleanup.

G. Henry County and Martinsville City Attorneys

H. Implement legal actions as directed to recover expenses from liable parties.

I. County and City Superintendent of Schools

- a. Develop expedient evacuation procedures for schools located within identified risk areas.
- b. In coordination with the Department of Social Services, the Department of Health, and the American Red Cross, develops plans to provide food and shelter to evacuees in schools outside the risk area.
- c. Provide mass transportation for evacuation of group facilities.

J. Henry/Martinsville Department of Social Services

- a. Coordinate shelter operations with the assistance of the Superintendent of Schools.
- b. Identify individuals and groups within risk areas who need special evacuation transportation.
- c. Supply emergency clothing, if required.
- d. Coordinate assistance from private relief organizations, if required.

K. Martinsville City Public Works and Virginia Department of Transportation

- a. Develop plans for preventing Hazardous Materials runoff from entering the sewer/storm drain system.
- b. Provide heavy equipment, such as front-end loaders and dump trucks, etc., with operators.
- c. Ensure employees are trained in protective measures.
- d. Assist in traffic control by providing traffic barricades.
- e. Assist with decontamination and cleanup, if required.

L. Henry County Public Service Authority and Martinsville City Water Resources Division.

- a. Prevent contamination of the water supply.
- b. Assist the respective public works department or Department of Transportation.

M. Memorial Hospital of Martinsville and Henry County

- a. Develop Emergency Room procedures to treat incident victims exposed to Hazardous Materials.
- b. Ensure Safety Data Sheets and/or recommended treatment information is readily available in the Emergency Room.
- c. Develop triage criteria to deal with large numbers of exposed victims.

#### N. Adjacent Jurisdictions

- a. Issue warnings and effect evacuation of risk areas in their jurisdiction.
- b. Provide medical facilities, as required.
- c. Provide back-up emergency equipment and personnel, in accordance with mutual aid agreements, upon request.

#### O. Commonwealth of Virginia Agencies

The Virginia Department of Emergency Management (VDEM) is the upstream point of contact for coordinating the response of state agencies to support local emergency operations. The VDEM Hazardous Materials Officer will provide technical assistance on request, which may include activation of Regional Response teams. The Virginia Emergency Operations Center will report hazardous materials or hazardous materials events, which meet pre-determined criteria, to state and federal agencies which require notifications of the event though direct assistance is not required.

#### P. Federal Agencies

Federal agencies will provide technical assistance in accordance with their area of responsibility. Agencies within their statutory, regulatory, or discretionary authority may provide other assistance.

#### Q. Chemical Facilities (Companies)

- a. Maintain a sensor/monitoring system to detect release of hazardous materials.
- b. Maintain a trained and properly equipped team of employees to combat and control an incident involving Hazardous materials.
- c. Maintain a readily available source of Safety Data Sheets to provide emergency medical personnel for use in treating contaminated or exposed victims.
- d. Maintain and have readily available "Hazardous Materials Incident Report" forms and a roster of emergency notification telephone numbers.
- e. Maintain an alternate means of communication with the local emergency dispatcher.
- f. Provide training to local emergency response personnel for chemicals within their area of responsibility.
- g. Be responsible for neutralization and cleanup of contamination resulting from the operations at their facility(ies).
- h. Transporters are responsible for cleanup and neutralization at the site of their transporting vehicle.
- i. Participate in LEPC or equivalent group





## **Concept of Operations**

This appendix is designed to augment other emergency operation plan annexes and appendices to address the specific threat from hazardous materials. There are two basic situations involving hazardous materials that pose a threat to the community. Each would require a different initial response by the emergency services organization.

An industrial accident or incident that takes place within the property boundaries of a factory or warehouse of a chemical user, shipper, or manufacturer of a hazardous material would require a different response than a transportation accident involving an unknown hazardous material until it has been identified as a Hazardous Material incident. Specific procedures for that particular material will then become primary.

The City Manager and County Administrator will establish a planning group composed of representatives from the local chemical users, neighboring jurisdictions, county and city agencies and departments with assigned areas of responsibility, and state agencies and/or other interested groups to identify the magnitude of the local hazard and provide overall planning guidance. The planning group will be known as the Martinsville-Henry County Local Emergency Planning Committee By-Laws (**Tab C**). The Henry County and Martinsville Community Awareness and Emergency Response Council (CAER) shall be a Technical Advisory Committee (TAC) of the Local Emergency Planning Committee. Representatives of the chemical industry are responsible for identifying and providing to the planning group the Safety Data Sheets and quantities of those chemicals located at their place of business, which are listed in the Environmental Protection Agency (EPA) Chemical Emergency Preparedness Program Guide Manual. They will also be responsible for providing such specialized training as may be required by the chemical materials used, manufactured or stored at a given location to the firefighters, emergency medical services personnel, law enforcement and other emergency personnel who may be required to respond in a Hazardous Materials accident/incident.

The facility manager at each location that presents a hazardous material is encouraged to maintain a sensor or monitoring system for detection of a release of these chemicals. Immediately upon detecting a release of a Hazardous Material that poses an imminent threat to public health, the shift supervisor, safety official, or facility manager will, in accordance with the notification agreement (**Tab E**), notify 9-1-1 Emergency Communications Center using the Hazardous materials Release Notification form (**Tab F**). The 9-1-1 Communications Center, after dispatching the required fire, police, and rescue units, will notify other individuals and agencies as necessary. In addition, the Coordinator, or his representative, will ensure that the special facilities listed in (**Tabs P&Q**) are notified of the incident if it occurs during their hours of operation and threatens their location.

The telephone will be the primary means of alerting the 9-1-1 dispatch center of a hazardous materials incident. The major users of hazardous materials should have an alternate means of communicating to the 9-1-1 dispatch center to serve as a back-up alerting system when telephone communications have been disrupted. Portable radios may be an alternative for these users.

Due to the nature of a hazardous materials incident, it is likely that there would be very little, if any, advanced warning of such an event. However, should such a situation arise that might develop into a release of a hazardous materials, an alerting notification will be made to the Emergency Management Coordinator and/or Director of Public Safety, and applicable actions of this plan, such as preparing evacuation assembly centers and/or evacuating the threatened areas, should be taken as a precautionary measure.

The response by emergency services will be determined by the amount and toxicity of the material released. Emergency services personnel responding to the incident will be told the identity of the released material and will respond accordingly. When responding to a fire at a location where hazardous materials are known to be stored, the responding emergency services units will assume the involvement of the most hazardous materials at that location unless otherwise informed.

The highest ranking fire officer on the scene, or his designee, will be the on-scene commander and will have the authority to direct evacuations as dictated by the nature and magnitude of the release. If an evacuation is required, the EOC will refer to the evacuation annex of the County or City Emergency Operations Plan and coordinate the activities of agencies with assigned responsibilities for evacuation and sheltering. The fire department(s) and rescue squad(s) will assist the police in assuring evacuation of the affected area, with all resources to evacuation routes. **(Tabs T & U)**

When responding to a potential hazardous materials incident, the fire department will approach the site from the upwind side. When toxins are involved, an on-scene command post will be established uphill and upwind, out of the hazard area, to coordinate and control access of other responding organizations. The appropriate law enforcement agency, Public Works Department, or the Virginia Department of Transportation will assist the on-scene commander in controlling access to the hazard area by the placement of traffic barriers and redirecting traffic. The Sheriff's Office or Police Department will also provide security for any evacuated area until the residents are allowed to return.

The computer program, CAMEO, **(Tab V)** or some other geographic information system will be used to define the area to be evacuated. These evacuation area boundaries will be defined by easily recognized landmarks, such as streets, roads, rivers, etc., to be used in emergency public information releases. The Public Information Officer or the Coordinator of Emergency Services will contact radio and television stations serving the area to issue warnings and evacuation instructions to the public. An evacuation order will also be disseminated in the evacuation area by public announcements over police and fire public address systems, bullhorns, and/or door to door as required by the nature of the threat.

Rescue personnel transporting the injured or exposed individuals will make every attempt to obtain a Safety Data Sheet for the released material. This data sheet will be given to the emergency room personnel to assist them in decontamination of the victims and contamination record **(Tab O)** will be initiated for individuals, both victims and emergency response personnel, who have been exposed to hazardous materials. **All victims shall have been through gross decontamination prior to transportation.**

The Martinsville Public Works Department, Henry County Public Service Authority or the Virginia Department of Transportation will provide heavy equipment, such as front-end loaders, dump trucks, etc., with operators to assist in containment of hazardous material runoff. Also, to prevent contamination of sewer systems, streams, and rivers, they will supply personnel and materials to close off storm gutters, drains, etc., to keep runoff from firefighting or wash down operations or liquid materials from entering the systems. Contaminated soil, runoff, equipment, etc., will be neutralized or cleaned up in accordance with established procedures for the particular material involved.

The reporting of these chemicals are received through the Tier II reports that are submitted annually. These reports are sent to local fire departments and Emergency Management Coordinators via U.S. Mail. The reports are typically received by the end of February or early March which is in conjunction with the due date of state reporting requirements. The reports are kept in alphabetical order in a binder in each Emergency Management Office as well as an electronic copy on a remote server.



## **Emergency Management Actions – Hazardous Materials**

### **A. Normal Operations**

1. The Local Emergency Planning Committee (LEPC) shall meet, at a minimum, annually or when new requirements are identified. The LEPC shall update the plan to ensure response will be applicable for the current needs.
2. The LEPC shall conduct exercises and drills and revise the plan as required. At a minimum, a tabletop exercise shall be conducted after each major update, and an operational exercise shall be conducted annually.
3. The LEPC shall ensure that response personnel receive adequate training on a recurring basis (Tab D).
4. The LEPC shall identify additional facilities which may contribute to or be subjected to additional risk, due to their proximity to other facilities subject to Hazardous materials planning (Tab L).
5. The LEPC shall identify transportation routes in Martinsville and Henry County over which materials on the list of extremely hazardous materials may be transported (Tab E).
6. The LEPC shall distribute the plan and exchange information with adjacent jurisdictions, agencies, and individuals necessary to ensure coordination of the plan with other emergency response plans. Adjacent jurisdictions include: Patrick County, Franklin County, Pittsylvania County, and Rockingham County North Carolina.

### **B. Emergency Operations**

1. 9-1-1 Communications Center
  - i. Complete “Hazardous Material Release Notification Form” (Tab F) from information given by reporting site.
  - ii. Dispatch emergency response units as required. Include CAS number, emergency health information, and other known information from the incident report.
  - iii. Notify appropriate Emergency Management Coordinator(s)
    1. Henry County - Matt Tatum
      - a. Office: (276) 634-4660
      - b. Cell: (276) 340-8005
    2. Martinsville – John Turner
      - a. Office: (276) 403-5325
      - b. Cell: (276) 252-5283
    3. Both available through the 9-1-1 Center at 638-8751 during emergencies.
  - iv. Ensure facilities subject to additional risk are notified (**Tab P&Q**).
  - v. Make other notifications as directed by Coordinator.
  - vi. Refer to the action checklists and the evacuation plan as required.
  - vii. Maintain record of events as incident progresses.

## 2. Coordinator of Emergency Management

- i. Evaluate the situation and magnitude of the threat.
- ii. Alert other officials as necessary.
- iii. Activate the EOC, if needed.
- iv. Consider declaring a local emergency.
- v. Alert adjacent jurisdictions, as required if:
  1. Hazardous materials will cross jurisdictional borders.
  2. Mutual aid assistance may be required.
  3. Alert evacuation support organizations and implement evacuation plans, if evacuation is required.
- vi. Alert the Virginia EOC and submit a “Hazardous Materials Incident Report” and request notification of applicable State agencies.
- vii. Refer to **(Tab P)** for a list of facilities with expertise in locally used chemicals, if expert advice is required.
- viii. Submit required reports.

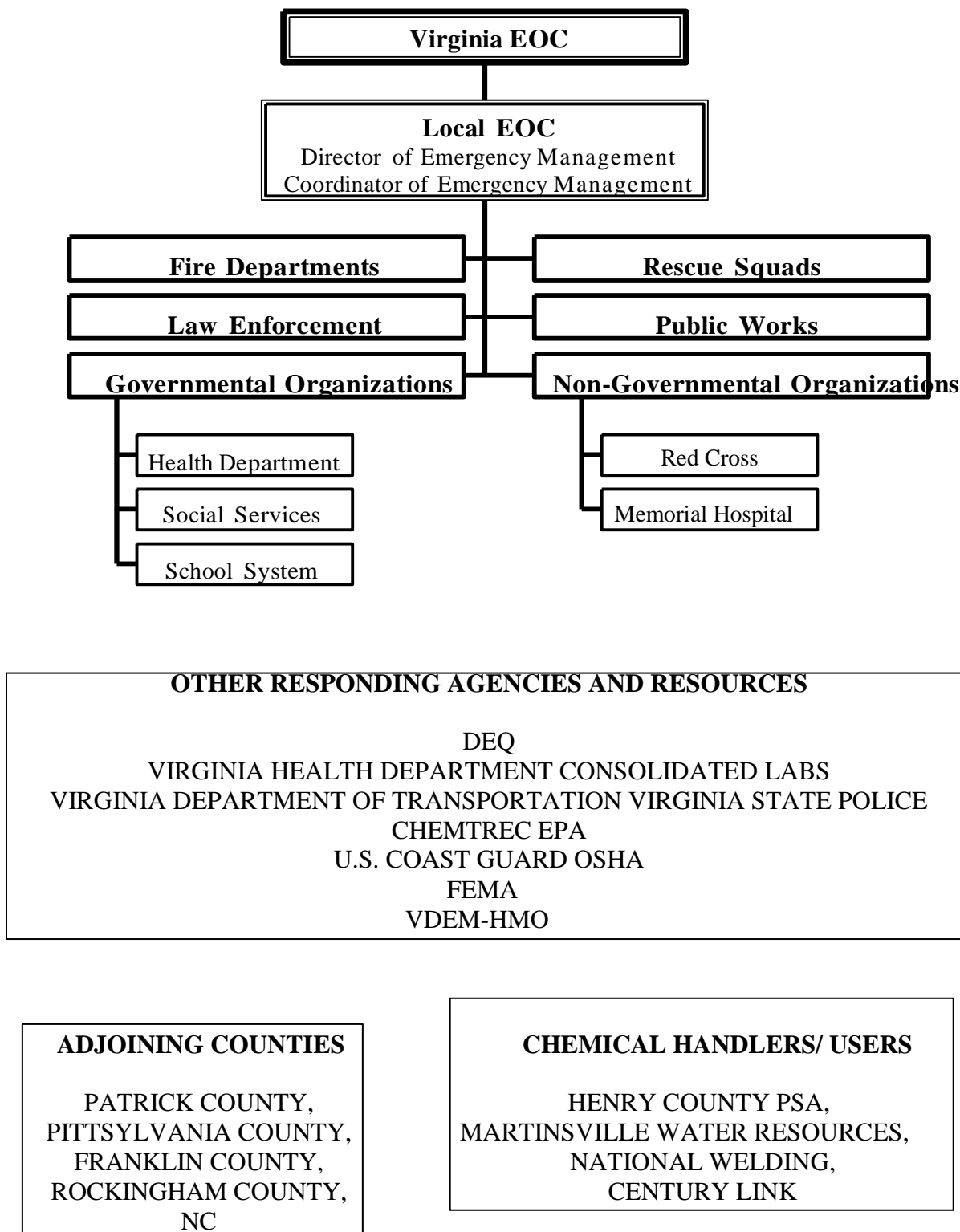
### C. Recovery

1. Coordinate Federal and State agency action with local efforts.
2. Ensure cleanup is completed in accordance with procedures for the material involved.
3. Initiate procedures for recovery of funds expended in response to the incident.

### D. Review and update this plan, as required by lessons learned

**Tab A**

Emergency Services Organization Chart







**Tab B**

Martinsville/Henry County Local Emergency Planning Committee (LEPC)  
(Effective May 2017)

	Department/Agency	Primary Contact
1.	Henry County Board of Supervisors	Chairman Jim Adams
2.	Martinsville City Council	Honorable Gene Teague
3.	Henry County Administrator	Tim Hall
4.	Martinsville City Manager	Leon Towarnicki
5.	Virginia General Assembly	Honorable Daniel Marshall III
6.	Virginia General Assembly	Honorable Bill Stanley
7.	Virginia General Assembly	Honorable Les Adams
8.	Virginia State Police	Fst. Sgt. M. Davis
9.	Martinsville Police Department	Eddie Cassidy
10.	Henry County Sheriff's Office	Capt. Troy Easter
11.	Martinsville Fire and EMS	Chief Ted Anderson
12.	Martinsville Emergency Management	John Turner ^
13.	Henry County Public Safety Department	Matt Tatum+
14.	Martinsville Henry County FF Assoc.	Lee Cooley
15.	Henry County Rescue Squad Assoc.	Darren Lockridge
16.	West Piedmont Health District – VDH	Chris Garrett
17.	Virginia Department of Emergency Management	Brian Thurman HazMat Officer
18.	Virginia Department of Emergency Management	Mike Guzo – DRRO
19.	Virginia Department of Transportation	Lisa Price Hughes
20.	Print Media	Mickey Powell
21.	Broadcast Media	Charles Roark
22.	American Red Cross	Ralph Lawson
23.	SPCA	Nicole Harris
24.	Henry County Schools	Sherry Vestal
25.	Martinsville City Schools	T.J. Slaughter
26.	Memorial Hospital	Daryl Hatcher
27.	Environmental Health	Darrin Doss
28.	Henry County Public Service Authority	Mike Ward
29.	Martinsville City Public Works	Chris Morris
30.	Private Industry – North	Ricky Nelson (Eastman)
31.	Private Industry – Patriot Centre'	Stuart Bowman (RTI)
32.	Private Industry – City of Martinsville	Andy Morris (VA Mirror)
33.	Private Industry – Martinsville Industrial Park	Dianne Oaks (Global)
34.	Private Industry – South	Maria Melendez-Anadon (Invis)
*	LEPC Chairman	
**	LEPC Vice-Chairman	
^	Martinsville Emergency Management Coordinator	
+	Henry County Emergency Management Coordinator	



**Tab C**

**MARTINSVILLE-HENRY COUNTY  
LOCAL EMERGENCY PLANNING COMMITTEE  
COMMITTEE BY-LAWS**

**ARTICLE 1. – AUTHORITY**

Authority for this organization is granted in U.S. Code Title 42, Section 11001 and implemented through the Virginia Emergency Response Council (Title 44, Section 146.40, Code of Virginia), hereafter called the “Council”.

**ARTICLE 2. – NAME AND PURPOSE**

**Section 1.0      Name**

The name of the organization shall be the “Martinsville-Henry County Local Emergency Planning Committee”, made up of representatives from County of Henry, City of Martinsville, and the Town of Ridgeway, and hereafter called the “Committee”.

**Section 2.0      Purpose**

The purposes of the Committee are:

1. The development of a hazardous materials emergency plan in accordance with U.S. Code Title 42, Section 11003 and the subsequent review, updating, and exercising of the plan.
2. Receipt and storage of emergency notifications of hazardous materials releases in accordance with U.S. Code Title 42, Sections 11002 (c) and 11003 (d).
3. Receipt and storage of safety data sheets, list of such chemicals, or other such materials as the committee accepts as well as hazardous material inventories.
4. Provision of information to the public in accordance with U.S. Code Title 42, Section 11044.
5. Any additions, amendments, or modifications to the above and any additional duties resulting from related laws or regulations.

**Section 3.0      Planning District**

The Committee will only execute its mission within its designated emergency planning district, hereafter called the “District”, as defined by the Secure and Resilient Commonwealth Panel. The District encompasses, Henry County, Martinsville City, and Town of Ridgeway.

**ARTICLE 3. – MEMBERSHIP**

**Section 1.0      Number of Members**

The membership of the committee is not limited to a specific number of persons; however, the Committee must have a minimum of 12 voting members in keeping with guidance from the Secure and Resilient Commonwealth Panel.

## **Section 2.0      Membership Composition**

As directed by U.S. Code Title 42, Section 11001, the committee will be composed of persons in good standing with their facility, organizations or community and will include at a minimum of and with each member fulfilling only one membership category:

- Broadcast/Print Media
- Community Groups
- Emergency Management
- Emergency Medical Services
- Environmental
- Firefighting
- Health
- Hospital
- Industry
- Law Enforcement
- Local/state government
- Transportation.

Additional members may be sought to broaden the committee's expertise.

## **Section 3.0      Nomination of Members**

The Committee is a committee of the Commonwealth directly responsible to the Panel; U.S. Code Title 42, Section 11001 provides for appointment of all Committee members by the Panel. Nominations to the Panel for membership may be made by the members of the committee and the governing bodies of the localities, businesses and other entities represented.

## **Section 4.0      Length of Term**

There is no fixed length of term for general members of the Committee

## **Section 5.0      Resignation and Withdrawal**

A member may resign from the Committee upon giving written notice of intent and an effective date to the nominating jurisdiction.

A member may be withdrawn from service on the committee upon the request of the jurisdiction, facility or organization which the member represents.

## **Section 6.0      Compensation of Members**

There is no compensation for the members of this committee.

## **ARTICLE 4. – OFFICERS AND THEIR SELECTION**

The officers of the Committee may be any committee member and shall consist of a Chair, a Vice Chair, Hazardous materials Emergency Officer, a Public Information Officer, and a Secretary/Administrative Assistant. The Chair and Public Information Officer are required by U.S. Code 42, Section 11001 (c).

### **Section 1.0 Chair**

The Chair shall be elected during the first meeting of the calendar year. Nominations shall be delivered prior to the election meeting, directly to the LEPC Secretary. Additional nominations may be made orally from the members during the election meeting, before the vote is cast. Voting shall be recorded by the Secretary.

#### **Section 1.1 Term of Office**

The term of office shall be two (2) years, beginning on June 1 and ending May 31 every second calendar year. A Chair may be re-elected to serve consecutive terms.

### **Section 2.0 Vice-Chair**

The Vice-Chair shall be elected during the first meeting of the calendar year. The Vice-Chair will serve an initial term of two years. Nominations for Vice-Chair shall be conducted in the same manner and format as the initial Chair election.

#### **Sections 2.1 Term of Office**

The term of office for the Vice-Chair shall be two (2) years beginning on June 1 and ending May 31 of every second calendar year. A Vice-Chair may be re-elected to serve consecutive terms.

### **Section 3.0 Hazardous Materials Emergency Officer**

Either the Henry County or City of Martinsville's Emergency Management Coordinator will be appointed to this position.

#### **Section 3.1 Term of Office**

There is no term limit on how long someone may hold this position, however, the Committee, by majority vote, may call for an election of this position.

### **Section 4.0 Public Information Officer**

Either the Henry County or City of Martinsville's Emergency Management Coordinator will be appointed to this position.

#### **Section 4.1 Term of Office**

There is no term limit on how long someone may hold this position, however, the Committee, by majority vote, may call for an election of this position.

#### **Section 5.0 Secretary**

The position of Secretary/Administrative Assistant shall be filled by appointment made by the Chair of the Committee. This person shall continue these services for period of two years, and the Secretary/Administrative Assistant shall be eligible to serve consecutive terms.

#### **Section 6.0 Resignation**

The Chair, Vice Chair, Hazardous materials Emergency Officer, or the Public Information Officer may resign after giving a thirty (30) day written notice to the Secretary.

### **ARTICLE 5 – DUTIES OF OFFICERS**

#### **Section 1.0 Duties of the Chair**

The Chair shall:

1. Preside at meetings.
2. Rule on all procedural questions (subject to a reversal by a two-thirds majority vote of the members present).
3. Be informed of any official communications and report same at the regular meeting.
4. Represent the Committee before the respective jurisdictions, except when this responsibility has been delegated to an appropriate official or Committee member.
5. Carry out other duties as assigned by the Committee.
6. Interact with the Secure and Resilient Commonwealth Panel as appropriate.
7. Delegate duties to designated members as needed.

#### **Section 2.0 Duties of the Vice Chair**

The Vice Chair shall:

1. In the absence of the Chair, will preside at meetings.
2. Assist the Chair during meetings as requested.
3. Represent the Committee in an official capacity as requested by the Chair.
4. Carry out other duties as assigned by the Chair and/or Committee.

#### **Section 3.0 Duties of the Hazardous Materials Emergency Officer**

The Hazardous materials Emergency Officer (HMEO) is the designated recipient for all materials submitted to the Committee under U.S. Code Title 42, Sections 11002 (c) and 11003 (d). This person shall:

1. Be the individual acting for the committee to receive the initial emergency release notification and subsequent follow-up notification.

2. Report on such events to the Committee and receive reports from the emergency responders as to the implementation of the hazardous materials emergency plan.
3. Report to the Committee on the adequacy of the storage facilities and information access procedures adopted by the Committee.
4. All Correspondence addressed to the committee shall be sent to the Henry County Department of Public Safety, to be filed or distributed to individuals or agencies as appropriate.
5. Retrieve all correspondence in a timely manner.
6. Respond as appropriate to correspondence.
7. Correspondence between the HMEO and SARA facilities will be by online reporting to the regional reporting system.
8. Bring correspondence of significance to the attention of the Chair for presentation to the Committee.
9. Inform the public of information availability, public hearings, comment periods on the hazardous materials emergency plan, and Committee meetings.
10. File and maintain all Committee archives in coordination with Secretary.
11. Delegate duties to designated personnel.

#### **Section 4.0      Duties of the Public Information Officer**

The Public Information Officer shall be responsible for the following Committee activities:

1. Shall be the media liaison representative for the Committee for providing media releases, interviews, and other interaction with the press as required.
2. Work with the Hazardous materials Emergency Officer to provide the public with information regarding Superfund Amendments and Reauthorization Act (SARA) reports.
3. Work with local officials during actual emergencies to coordinate and assist in public relations and press releases related to an incident.
4. Act to mediate the release of information in conflict with the trade secret clause of the Right-to-Know Act.
5. Delegate duties to designated personnel.

#### **Section 5.0      Duties of the Secretary/Administrative Assistant**

The Secretary will:

1. Keep Committee minutes, recording motions made, names of persons making and seconding motions, and consensus decisions.
2. Record attendance at Committee meetings.
3. Coordinate meeting agendas with the Committee Chair.
4. File and maintain all Committee archives in coordination with HMEOs.
5. Establish and maintain a working relationship with the Committee Chair and Vice-Chair.
6. In the absence of the Chair and Vice-Chair, will preside at meetings.
7. Maintain a current roster of each agency or individual contact serving on the committee.



## **ARTICLE 6 – MEETINGS**

### **Section 1.0 Regular Meetings**

There shall be a regular meeting of the Committee held annually, with the meetings being on the third Tuesday of May, beginning at 10:00. Date and time of the meetings may be adjusted by the Committee. The chair may call other meetings as needed to conduct business of the committee.

### **Section 2.0 Emergency Meetings**

Emergency meetings shall be called at the request of the Chair or at the request of any 4 members of the Committee who were in attendance at the previous meeting. Notice of any emergency meeting shall be given to each member as soon as practical prior to such a meeting.

### **Section 3.0 Quorum**

A quorum to conduct business shall consist of 6 or more of the statutory required Committee members.

### **Section 4.0 Open to Public**

Meetings shall be open to the public.

### **Section 5.0 Meeting Notices**

The Committee must comply with the Commonwealth of Virginia's Freedom of Information Act (Title 2.2, Chapter 37); accordingly, meeting notices will be posted on both jurisdictions' emergency management websites. All meeting dates will be added at least 3 days prior to the meeting. Notices for Emergency Meetings will be posted as soon as practical.

## **ARTICLE 7 – ORDER OF BUSINESS**

The Order of Business will be as follows:

1. Call to Order by the Chair –Pledge
2. Public address
3. Approval of the Agenda
4. SARA (Facilities/Reporting) Update
5. Approval of the Minutes
6. Old Business
7. New Business
8. Program or Education
9. Adjournment

## **ARTICLE 8 – VOTING**

### **Section 1.0 Chair May Vote only in the event of a tie vote by the membership**

All members of the Committee who are present are entitled to a vote with the chair only voting in the event of a tie vote by the membership present.

### **Section 2.0 Weighing of Votes**

All Committee members have an equal vote in Committee decisions.

### **Section 3.0 Passage of a Motion**

Any motion is carried if a majority of those present vote in favor.

### **Section 4.0 Voice Vote**

All voting is by voice vote—simple “aye” or “nay.” On the request of the Chair, a confirmation of the vote by roll call or by show of hands may be requested. Officer election votes will be cast by secret ballot.

## **ARTICLE 9 – COMMUNITY RIGHT-TO-KNOW PROCEDURES**

Title 42, Section 11001 (c) of the U.S. Code requires public notification of Committee activities, as does the Virginia Freedom of Information Act code of Virginia§ 2.2-3707.

### **Section 1.0 Public Notification of Committee Activities**

Public notification of Committee activities will in general consist of posting within a prominent public location at which notices are regularly posted and in the office of the clerk of the public body at least three (3) days prior to the meeting. The notice will include the date, time, place and nature of the Committee activity as well as a point of contact for further information.

#### **Section 1.1 Responsibilities of Public Notification**

It is the responsibility of the Chair to ensure the posting of such notices.

#### **Section 1.2 Public Hearings and Comment Periods**

A legal notice shall be placed in a paper of local circulation two weeks prior to the hearing. The notice will include the date, time, place and nature of the public hearing as well as a point of contact for further information.

### Section 1.3 Plan Availability

Public notification of the availability of the All-Hazards Emergency Operations Plan will consist of a continuous display on both jurisdictions' emergency management websites. All meeting dates will be added at least 3 days prior to the meeting.

### Section 1.4 Meetings

See Article 6, Section 5.

## **Section 2.0 Public Hearing to Discuss Plan**

Prior to the finalization of the hazardous materials emergency plan, or any subsequent amendments, the Committee will hold a Public Hearing to receive comments on the Plan.

## **Section 3.0 Public Comments Receipt and Response**

A period of two weeks prior to a public hearing will be provided for receipt of formal comments of the draft plan. Informal input will be accepted from the public-at-large, member jurisdictions and the emergency response community at any time.

### Section 3.1 Comment Review

Comments received during the comment period, and at the public hearing, will be assessed by the Committee, or its designees, for merit and practicality. Those comments deemed appropriate will be incorporated into the plan.

### Section 3.2 Comment Response Document

All comments will be assessed, and a written response provided through a comment response document. This document will be available for review on both jurisdictions' emergency management websites.

## **Section 4.0 Distribution of the Plan**

The plan will be distributed to:

1. City, Town and County administrators;
2. All fire and rescue companies within the District;
3. All Police and Sheriff's departments within the District;
4. The Virginia Department of Emergency Management; and
5. Covered Facilities and appropriate partnering agencies.

## **Section 5.0      Receiving and Processing Information Requests**

U.S. Code Title 42, Section 11044 provides for the public availability of the materials submitted to the Committee and plans developed by the Committee. Section 11022 (e) of this same Code provides for the availability of chemical inventory forms (Tier II) through the Committee.

### **Section 5.1      Information Location**

The information available to the public will be available at the following locations:

1. Plans and Comment Response Documents will be available at the Library branches within the Planning District.
2. Safety Data Sheets, lists of materials or other documents acceptable to the Committee, hazardous materials inventory forms, release notifications, and follow-up release reports will be available at the Henry County Department of Public Safety.

### **Section 5.2      Section 11044 Information Request Procedures**

The following are the procedures to be used by the public to access the information available to them under Section 11044:

1. All information requests shall be made to the Martinsville-Henry County LEPC.
2. Information will be provided in a manner consistent with the Virginia Freedom of Information Act (Title 2.2, Chapter 37) and at a rate commensurate with the cost of providing information.

### **Section 5.3      Section 11022 (e) Information Request Procedures**

The following are the procedures to be used by the public to access the information available to them under Section 11022 (e):

1. Tier II information on file will be provided in the manner described for Section 11044 information in Section 5.2.
2. If the information is unavailable from existing submissions, the Emergency Management Coordinator or a designee will contact the facility by letter within one week, requesting the information is sent to the requesting individual within 30 days and a copy of the response be forwarded to the Committee.

## **ARTICLE 10 – OTHERWISE NOT COVERED**

### **Section 1.0 Rule of Order**

Unless otherwise stated, the Committee will operate under Roberts Rules of Order.

### **Section 2.0 Amendments**

These by-laws may be changed by a recorded two-thirds vote of the members present in a meeting of the Committee after the intent of proposing such amendment has been announced to the entire committee at least 30 days prior to the meeting.

**TAB C.1**

**Appendix to LEPC By-Laws – Official Proxy Form**

**MARTINSVILLE-HENRY COUNTY  
*LEPC*  
Local Emergency Planning Committee  
Chairman  
1024 Dupont Road, Martinsville, VA 24112**

**OFFICIAL PROXY**

Date:

To: Chairman of the Martinsville-Henry County Local Emergency Planning Committee

By executing this Proxy, I hereby authorize \_\_\_\_\_, to vote on all matters, on my behalf, that come before the Local Emergency Planning Committee during the committee meeting scheduled for \_\_\_\_\_.

Date

Signature



## **TAB D**

### **RULES OF PROCEDURE FOR PUBLIC COMMENT AND INFORMATION**

- A. The public is invited to attend the Martinsville – Henry County Local Emergency Planning Committee meetings.
- B. A copy of any information filed under SARA is subject to the provisions and guidelines of the Virginia Freedom Information Act and may be obtained upon written request from the County of Henry Public Safety Director during normal working hours at the following location:

Henry County Department of Public Safety  
1024 DuPont Road  
Martinsville, VA 24112  
Phone: (276) 634-4660

Any request for records may incur costs as permitted within the Act.

- C. All Emergency Operations Plans can be reviewed during normal working hours at the following locations:

City of Martinsville  
John Turner, Emergency Manager  
Martinsville Fire and EMS  
65 W. Church Street  
Martinsville, VA 24112  
Phone: (276) 403-5325

Henry County  
Matt Tatum, Director  
Department of Public Safety  
1024 DuPont Road  
Martinsville, VA 24112  
Phone: (276) 634-4660





## **TAB E**

### **NOTICE OF RELEASE OF HAZARDOUS MATERIAL**

Reference Code of Virginia 10.1 – 1429, the procedures for reporting release of a hazardous material from a fixed facility to the City of Martinsville and/ or the County of Henry are as follows:

1. If a hazardous material release poses an immediate or imminent threat to public health and the release is required by law to be reported to the National Response Center, the jurisdiction in which the facility is located shall be notified immediately through its 24-hour emergency response telephone number, or by an alternate means of communication to 9-1-1.
2. If a hazardous material release poses no immediate or imminent threat to public health and is not required by law to be reported to the National Response Center, the jurisdiction in which the facility is located shall be notified no later than the next business day through the office of the City Manager, County Administrator, or the Emergency Coordinators.

<u>Office</u>	<u>County of Henry</u>	<u>Martinsville</u>
Administrator/Manager	634-4601	403-5180
Emergency Management Coordinator	634-4660	403-5325

3. Copies of all correspondence to State and Federal agencies concerning the hazardous material release shall be forwarded to the jurisdiction in which the facility is located.

Director, Dept. of Public Safety  
County of Henry  
1024 DuPont Road  
Martinsville, VA 24112

Emergency Management Coordinator  
City of Martinsville  
65 W. Church Street  
Martinsville, VA 24112

4. In accordance with Section 304 of the Superfund Amendments and the Reauthorization Act of 1986 (SARA), the owner of a facility within the City of Martinsville and/or County of Henry must immediately notify the Secure and Resilient Commonwealth Panel (SRCP) (1-800-486-8892 or 1-804-674-2400) and the Local Emergency Planning Committee (LEPC) if there is a release of a listed hazardous material that is not federally permitted and which exceeds the reportable quantity (RQ) established for the material and which results in exposure to persons off-site. Materials subject to this notification requirement include materials on the List of Extremely Hazardous Materials (40 CFR 355) and hazardous materials subject to emergency notification requirements under Section 103 (a) of the Comprehensive Environmental Response Compensation and Liability Act of 1980 (CERCLA) found at 40 CFR 302.

Additionally, Section 304 requires that an owner or operator of a covered facility provide a written follow-up emergency notice as soon as practical after the release.

The follow-up notice must include:

- 1) An update of the information included in the initial release notification;
- 2) Information on actions taken to respond to and contain the release;
- 3) Any known or anticipated acute or chronic health risks associated with the release;  
and
- 4) Where appropriate, advice regarding medical attention necessary for exposed individuals.

The written follow-up emergency notice must be sent to the SRCP, c/o Department of Waste Management and the Martinsville-Henry County Local Emergency Planning Committee.

5. The Notice of Release of Hazardous Material procedures have been agreed upon by the County of Henry, City of Martinsville, and the chemical manufacturers identified in this plan.

---

**County Administrator  
County of Henry**

---

**City Manager  
City of Martinsville**

---

**General Manager  
Henry County PSA**

---

**Martinsville Water  
Resource Department**

**Tab F**

**Hazardous/Hazardous materials Release Notification Form**

**TOXIC SUBSTANCE  
RELEASE NOTIFICATION FORM**

DATE: \_\_\_\_\_ TIME: \_\_\_\_\_ CONTACT REP: \_\_\_\_\_  
COMPANY NAME: \_\_\_\_\_ PHONE NUMBER: \_\_\_\_\_  
RELEASE LOCATION: \_\_\_\_\_  
RELEASE TYPE: FIXED: \_\_\_\_\_ TRANSPORTATION: \_\_\_\_\_  
CLEAN-UP COMPANY: \_\_\_\_\_ CARRIER COMPANY: \_\_\_\_\_  
MATERIAL STATE: GAS: ☐ LIQUID: ☐ SOLID: ☐ CAS #: \_\_\_\_\_ \*  
EXTREMELY HAZARDOUS SUBSTANCE: YES: ☒ NO: ☒  
TYPE, CAPACITY & NUMBER OF CONTAINERS LEAKING: \_\_\_\_\_  
DATE & TIME OF RELEASE: \_\_\_\_\_  
DURATION OF RELEASE: \_\_\_\_\_  
QUANTITY OF RELEASE: \_\_\_\_\_  
NUMBER OF CONTAINERS COMTAMINATED AND NOT DAMAGED: \_\_\_\_\_  
OTHER PRODUCT INVOLVED: \_\_\_\_\_  
NUMBER OF INDIVIDUALS EXPOSED: \_\_\_\_\_  
ADVICE ON MEDICAL ATTENTION FOR EXPOSED INDIVIDUALS: \_\_\_\_\_  
\_\_\_\_\_  
ANTICIPATED ACUTE OR CHRONIC HEALTH RISKS: \_\_\_\_\_  
\_\_\_\_\_  
RELEASE OCCURRED OR IN PROXIMITY TO:  
POPULATED AREA: ☐ AIR: ☐ SURFACE WATER: ☐ SEWER: ☐ GROUND: ☐  
WATERWAY (NAME): \_\_\_\_\_  
WIND DIRECTION: \_\_\_\_\_ SPEED: \_\_\_\_\_ (IF KNOWN) \*\*  
PROPER PRECAUTIONS TO TAKE: (INCLUDING EVACUATION IF NECESSARY): \_\_\_\_\_  
\_\_\_\_\_  
RESPONSE ACTION TO CONTAIN RELEASE: \_\_\_\_\_  
\_\_\_\_\_  
COMPANY(S) RESPONDED: \_\_\_\_\_  
HAZMAT PERSONNEL ONSCENE: \_\_\_\_\_  
OTHER INFORMATION: \_\_\_\_\_  
INCIDENT COMPLETION DATE/TIME: \_\_\_\_\_

\* REFER TO SAFETY DATA SHEET OR CHEMICAL PROFILE

\*\* REFER TO MAP OVERLAYS FOR THREATENED AREAS



## **Tab G**

### **Training Recommendations for Personnel**

#### **Firefighters**

All firefighters should receive the Virginia Hazardous Materials Awareness training. 50% of the firefighters should receive the Virginia Hazardous Materials Operations training.

#### **Law Enforcement**

All law enforcement personnel should receive Hazardous Materials Awareness training.

#### **EMS Personnel**

All EMS personnel should receive Hazardous Materials Awareness training.

#### **Local Government Officials and Command Level Emergency Responders**

Local government emergency services officials and command level emergency responders should receive the Virginia Hazardous materials – Management training.

#### **Memorial Hospital of Martinsville and Henry County**

Emergency room personnel should receive specialized training on decontamination and treatment of individuals exposed to extremely hazardous materials in Martinsville and Henry County according to CDC, CDP, and HHS Guidelines.

#### **NIMS Required Training**

In addition to the training above, all responders will be required to obtain any training required by the Federal Government in order to be compliant with the National Incident Management System and the National Response Plan. Based on a responder's level of incident responsibility, this training will include, but is not limited to, the following levels of training or their equivalents:

IS-700, IS-800, ICS-100, ICS-200, ICS-300, ICS-400

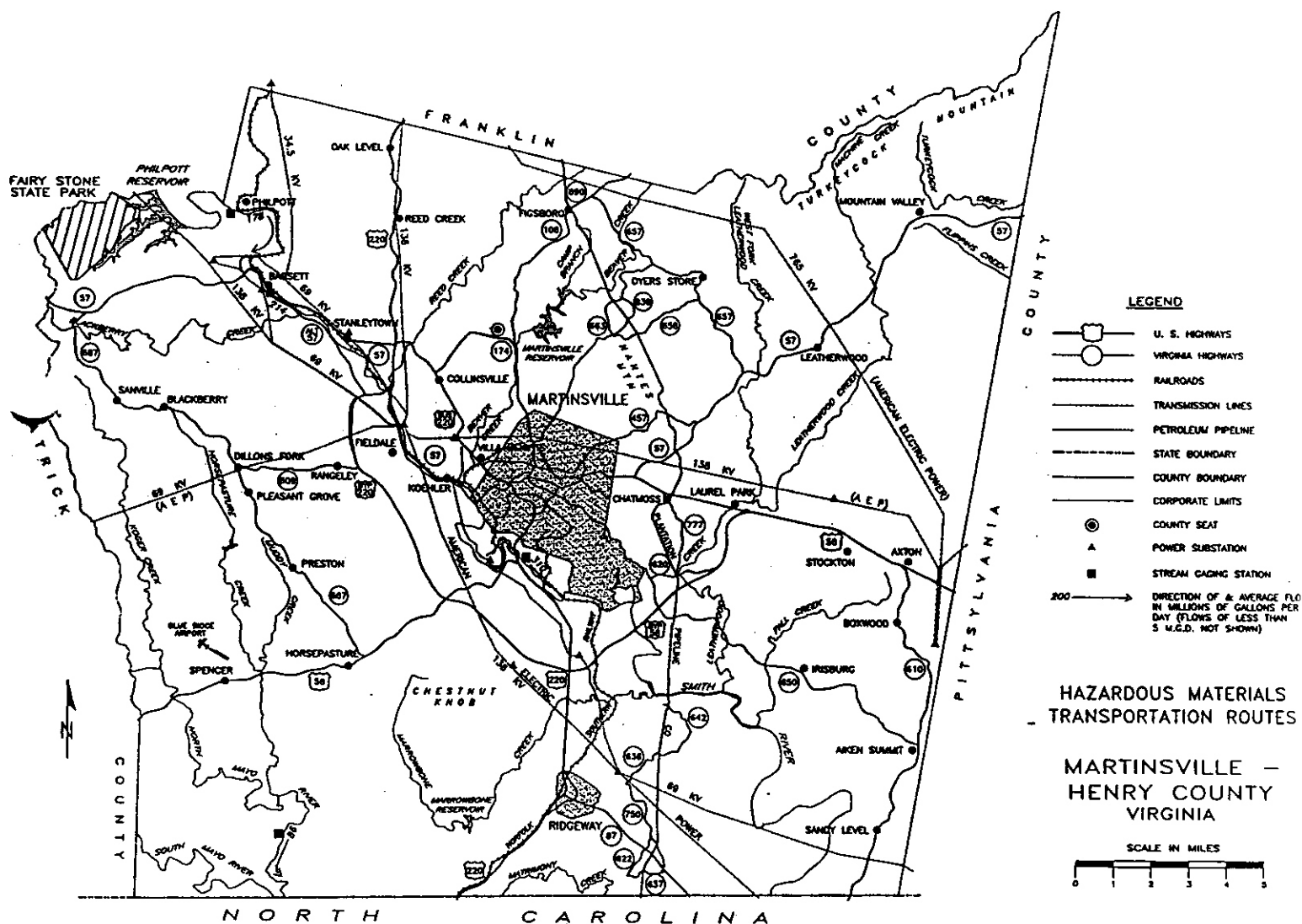
#### **Other Training**

Specialized training should be provided on an as needed basis. Training should be consistent with current local, state, and federal guidelines, regulations, and policies.



# Tab H

## Extremely Hazardous materials Transportation Routes

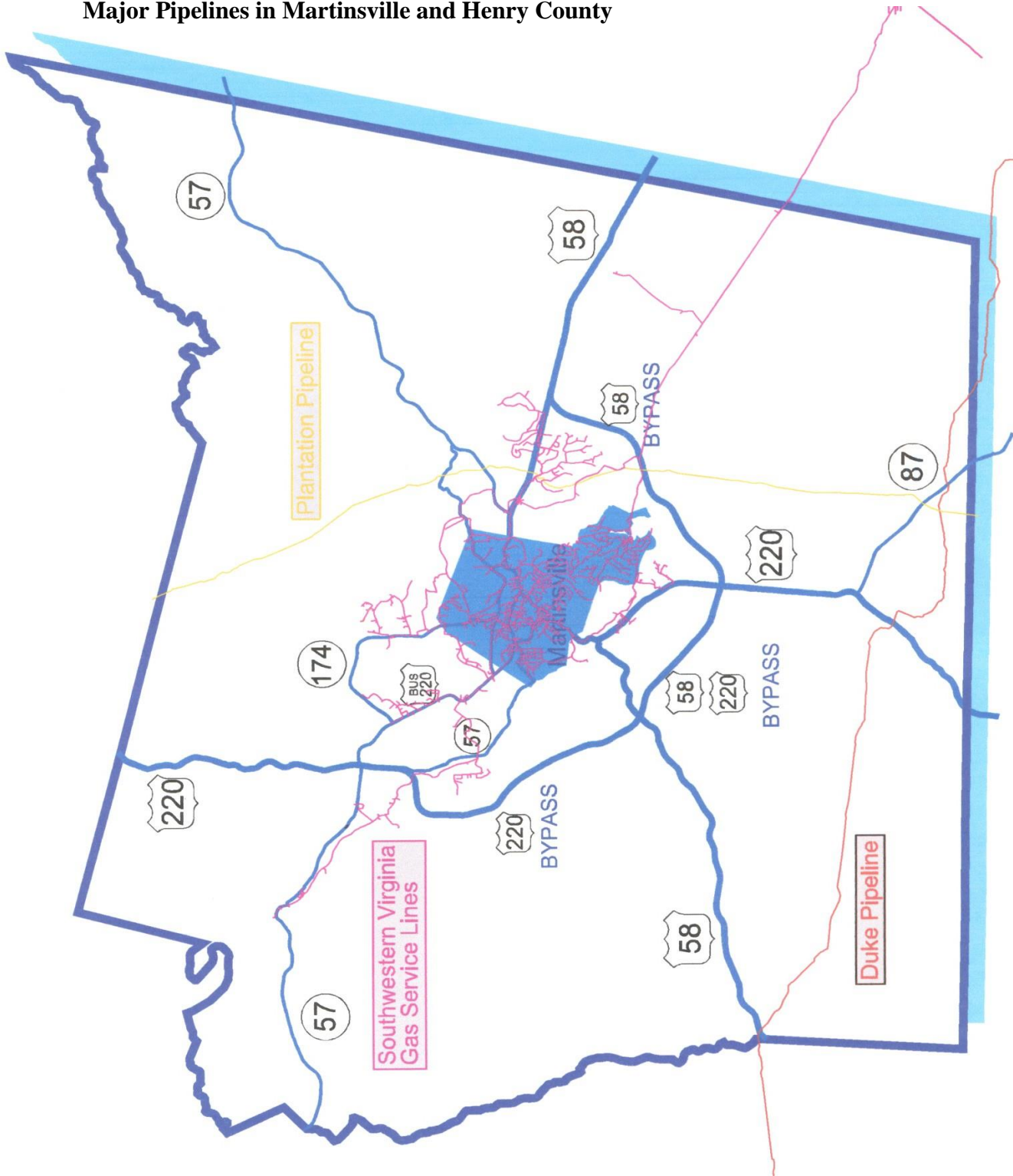






**Tab I**

**Major Pipelines in Martinsville and Henry County**





**Tab J**

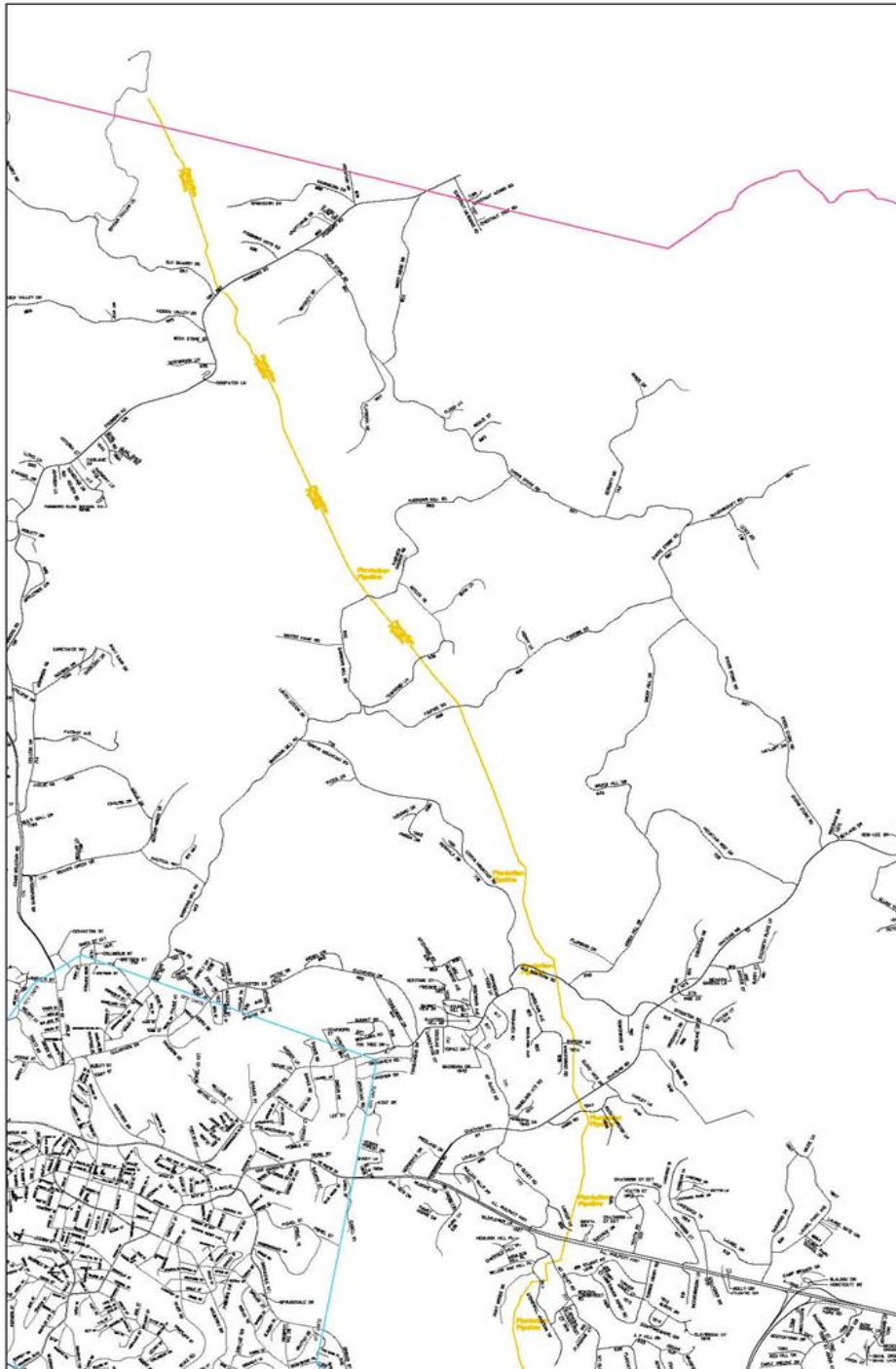
**Southwest Virginia Gas Pipelines**





**Tab K**

**Plantation Pipeline – Northern**

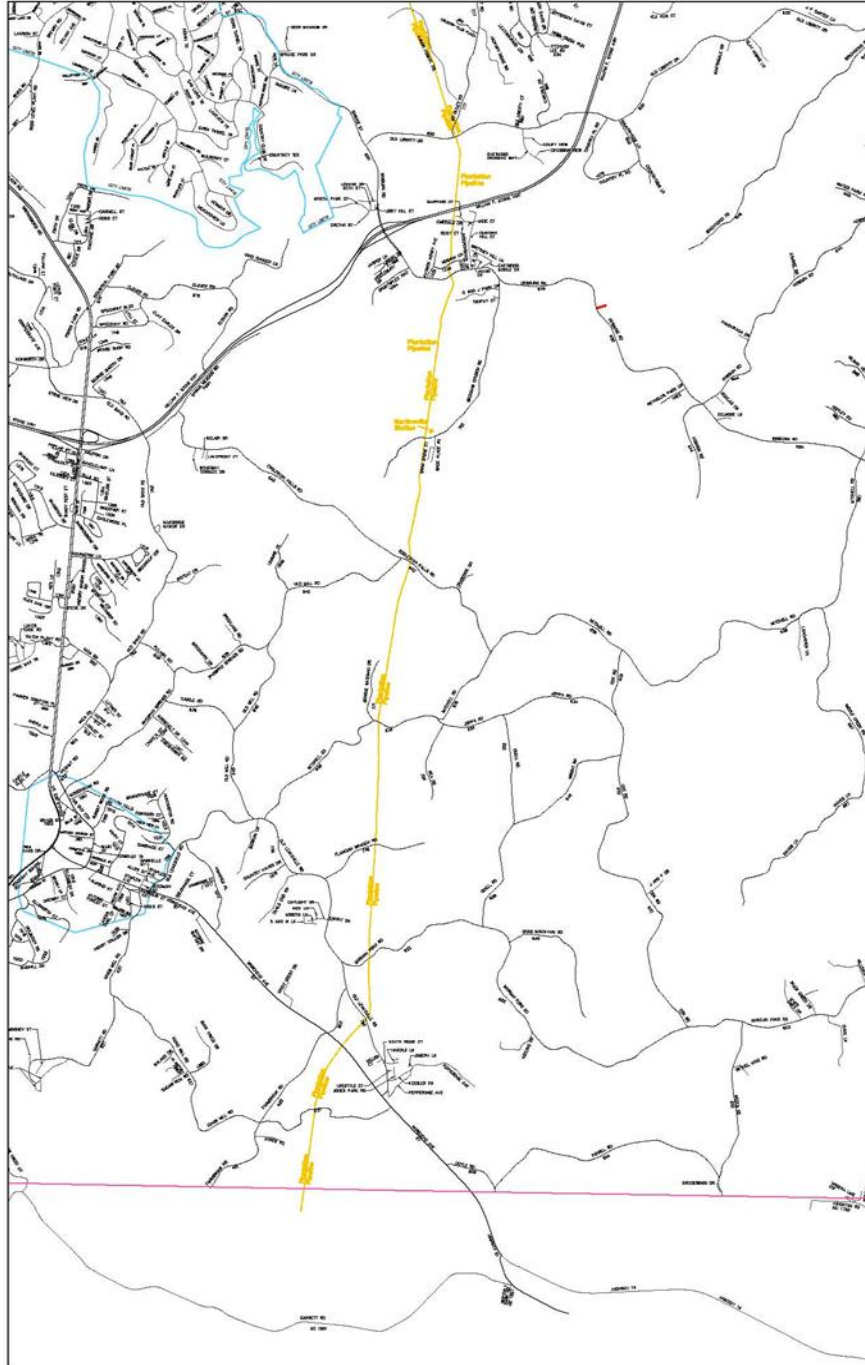






**Tab L**

**Plantation Pipeline – Southern**







## Tactical Worksheet

{ 49 }



**Tab N**

**Agency Response Coordination Sheet**

<b>AGENCY RESPONSE COORDINATION SHEET</b>
---

<b>Hazardous Material Involved</b>		
<b><u>Name</u></b>	<b><u>Data Worksheet Completed</u></b>	
1. _____	<input type="checkbox"/> Yes	<input type="checkbox"/> No
2. _____	<input type="checkbox"/> Yes	<input type="checkbox"/> No
3. _____	<input type="checkbox"/> Yes	<input type="checkbox"/> No
4. _____	<input type="checkbox"/> Yes	<input type="checkbox"/> No
5. _____	<input type="checkbox"/> Yes	<input type="checkbox"/> No
6. _____	<input type="checkbox"/> Yes	<input type="checkbox"/> No

<b>INTER-AGENCY RESPONSE</b>
------------------------------

<b><u>Agency Name</u></b>	<b><u>Representative</u></b>
1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____
6. _____	_____
7. _____	_____
8. _____	_____



**Tab O**

**Individual Contamination Record**

Individual Contamination Record	
<b>I N C I D E N T  D A T A</b>	Name _____ Company _____
	Date/Time _____ Number _____
	Location _____
	_____
	Description _____
	_____
	_____
<b>C O N T A M I N A T I O N  D A T A</b>	Chemical Involved _____
	Solid _____ Liquid _____ Gas _____ Vapor _____ Powder _____
	Description _____
	_____
	_____
	Skin _____ Clothing _____ Ingestion _____ Inhalation _____
	Type of Exposure _____
Duration of Exposure _____	
Protective Gear Worn At Time _____	
Quantity of Contaminant _____	
Extent of Contamination _____	



## **Tab P**

### **Facilities Subject To Additional Risk**

The following listed facilities will be notified when the effect of a hazardous materials incident may impact on their location:

<u>Facility Possessing Extremely Hazardous Materials</u>	<u>Facility Subject to Additional</u>	<u>Facilities Contributing to Additional Risk</u>
Henry County Upper Smith Water Filtration Plant	Bassett Mirror Company 1290 Philpott Drive Bassett (276) 629-3341	Philpott Dam Philpott Dam Rd. Powerhouse (276) 629-2128
Martinsville Water Pollution Control Plant	Forest Park Country Club 1821 Mulberry Road Martinsville, (276) 632-6155	None





## **Tab O**

### **The following facilities would be unusually difficult to evacuate:**

Blue Ridge Rehabilitation Center, 300 Blue Ridge Street, Martinsville, (276) 638-8701

Henry County Public Schools (See list attached)

Henry County, Sheriff's Office, Jail – (276) 656-4270

Harmony Hall Assisted Living Facility, 4153 Fairystone Park Hwy., Bassett, (276) 629-3533

Hairston Home for Adults, 601 Armstead Ave., Martinsville, (276) 638-5121

Martinsville Health and Rehab, 1607 Spruce Street Ext., Martinsville (276) 632-7146

Kings Grant Retirement Community, 350 Kings Way Road, Collinsville, (276) 634-1000

Martinsville City Schools (See list attached)

Martinsville City Jail, (276) 403-5152

Martinsville City Farm, (276) 403-5270

Sovah Health, 320 Hospital Drive, Martinsville, (276) 666-7200

Private Schools (See list attached)

Stanleytown Health Care Center, 240 Riverside Dr, Bassett, (276) 629-1772

TLC Adult Home, 880 Lilian Naff Dr, Henry, (276) 629-4884

Virginia Department of Corrections, Camp 28, 18155 AL Philpott Hwy. (276) 957-2234



## **TAB R**

### **Henry County Schools**

#### **High Schools**

Bassett High School  
85 Riverside Drive  
Bassett, VA 24055  
629-1731 Fax 629-8221

Magna Vista High School  
701 Magna Vista School Rd  
Ridgeway, VA 24148  
956-3147 Fax 956-1401

Piedmont Governor's Sch  
Church Street Martinsville,  
VA 24112  
632-5482 Fax 632-5380

#### **Middle Schools**

Fieldale-Collinsville Middle  
645 Miles Road  
Collinsville, VA 24078  
647-3841 Fax 647-4090

Laurel Park Middle School  
280 Laurel Park Avenue  
Martinsville, VA 24112  
632-7216 Fax 632-4865

#### **Elementary Schools**

Axton Elementary School  
1500 Axton Middle Sch. Rd  
Axton, VA 25054  
650-1193 Fax 650-1462

Drewy Mason Elem. Sch  
45 Drewy Mason Drive  
Ridgeway, VA 24148  
956-3154 Fax 650-1441

Rich Acres Elementary Sch  
400 Rich Acres School Rd  
Martinsville, VA 24112  
638-3366 Fax 638-2462

Carver Elementary School  
220 Trott Circle  
Martinsville, VA 24112  
957-2226 Fax 957-4234

John-Redd Smith Elem. Sch  
40 School Drive  
Collinsville, VA 24078  
647-7676 Fax 647-9434

Sanville Elementary School  
19 Sanville School Road  
Bassett, VA 24055  
629-5301 Fax 629-4648

Campbell Court Elem. Sch.  
220 Campbell Court  
Bassett, VA 24055  
629-5344 Fax 629-3849

Mount Olivet Elem. Sch  
255 Lancer Lane  
Martinsville, VA 24112  
638-1022 Fax 638-2281

Stanleytown Elementary Sch  
74 Edgewood Drive  
Stanleytown, VA 24168  
629-5084 Fax 629-2925

Center for Comm. Learning  
15 Primary School Road  
Collinsville, VA 24078  
647-8932 Fax 647-9585

Meadowview Elementary  
740 Figsboro Road  
Martinsville, VA 24112  
634-0243 Fax 634-0227

#### **Miscellaneous**

Career Academy  
340 Ridgedale Drive  
Martinsville, VA 24112  
638-1668 Fax 638-3942

Maintenance  
2285 Fairystone Park Hwy.  
Bassett, VA 24055  
666-2404

School Bus Garage  
119 Coffman Drive  
Collinsville, VA 24078  
647-3704

## **City and Private Schools**

### **Martinsville City Schools**

Martinsville High School  
351 Commonwealth Blvd.  
Martinsville, VA 24112  
403-5870 Fax 403-5178

Martinsville Middle School  
201 Brown Street  
Martinsville, VA 24112  
403-5886 Fax 638-4140

Albert Harris Elementary School  
710 Smith Road  
Martinsville, VA 24112  
403-5838 Fax 632-3069

Clearview Elementary School  
800 Ainsley Street  
Martinsville, VA 24112  
403-5800 Fax 638-3031

Patrick-Henry Elem. School  
1810 E. Church Street Ext.  
Martinsville, VA 24112  
403-5812 Fax 656-1928

Transitional Day Program  
100 Cleveland Avenue  
Martinsville, VA 24112  
666-4600 Fax 666-6999

Administration  
403-5820

Bus Division  
403-5860

Maintenance  
403-5718

### **Private Schools**

Carlisle School  
300 Carlisle Road  
Axton, VA 24054  
632-7288

Victory Baptist Church  
1300 Dillons Fork Road  
Fieldale, VA 24089  
673-2093

## **Tab S**

### **Commercial Firms with Hazardous materials Cleanup Capability**

Clean Harbors Environmental Services, Inc. (336) 342-6106  
208 Watlington Industrial Drive Fax: (336) 361-6130  
Reidsville, NC 27320

WEL Environmental (800) 847-2455  
12236 Richmond Highway (434) 993-2210  
Concord, Va. 24538 Fax: (434) 993-2287

Fulp Towing, Recovery & Cleanup (336) 593-8032  
3494 NC Hwy 89 West (336) 593-2151  
Danbury, NC 27016

Environmental Options, Inc. (540) 483-3920  
720 Energy Blvd. Fax: (540) 483-3855  
Rocky Mount, Va. 24151

Four Seasons Environmental (800) 868-2718  
3107 South Elm-Eugene Street Fax: (910) 273-2718  
Greensboro, NC 27416

LCM Corporation (800) 774-5583  
P.O. Box 13487 (540) 344-5583  
Roanoke, Va. 24034 Fax: (540) 342-9438

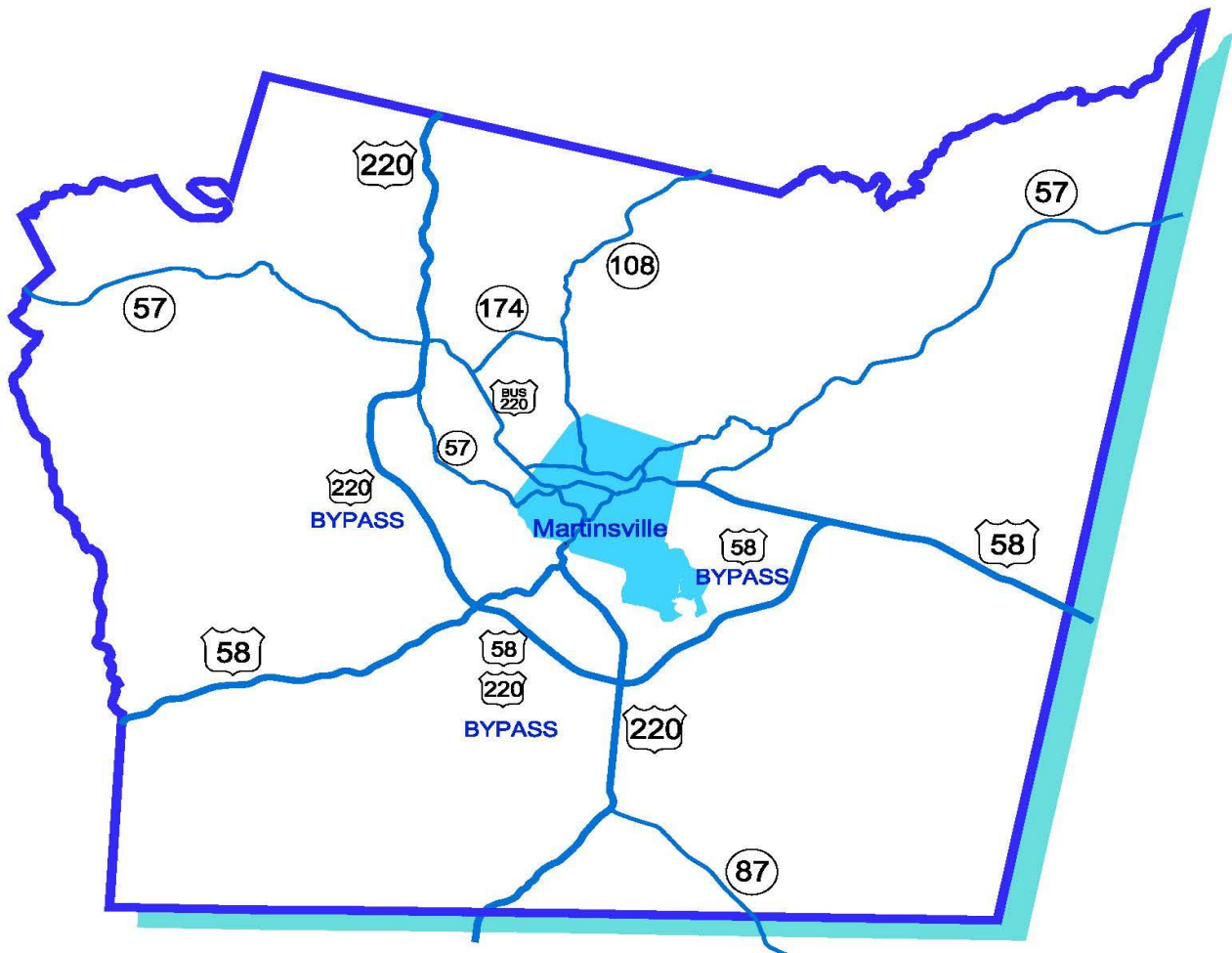
M.R. Dishman & Sons (434) 685-3911  
P.O. Box 2279  
3156 Moorefield Bridge Road  
Danville, Va. 24541

Shamrock Environmental Corp. (800) 881-1098  
6106 Coporate Park Drive (336) 375-1989  
Brown Summit, NC 27214 Fax: (336) 375-1801

Shaw Environmental, Inc. (800) 537-9540  
16406 US Route 224 East  
Findlay, OH 45840

**Tab T**

**Henry County Evacuation Routes**

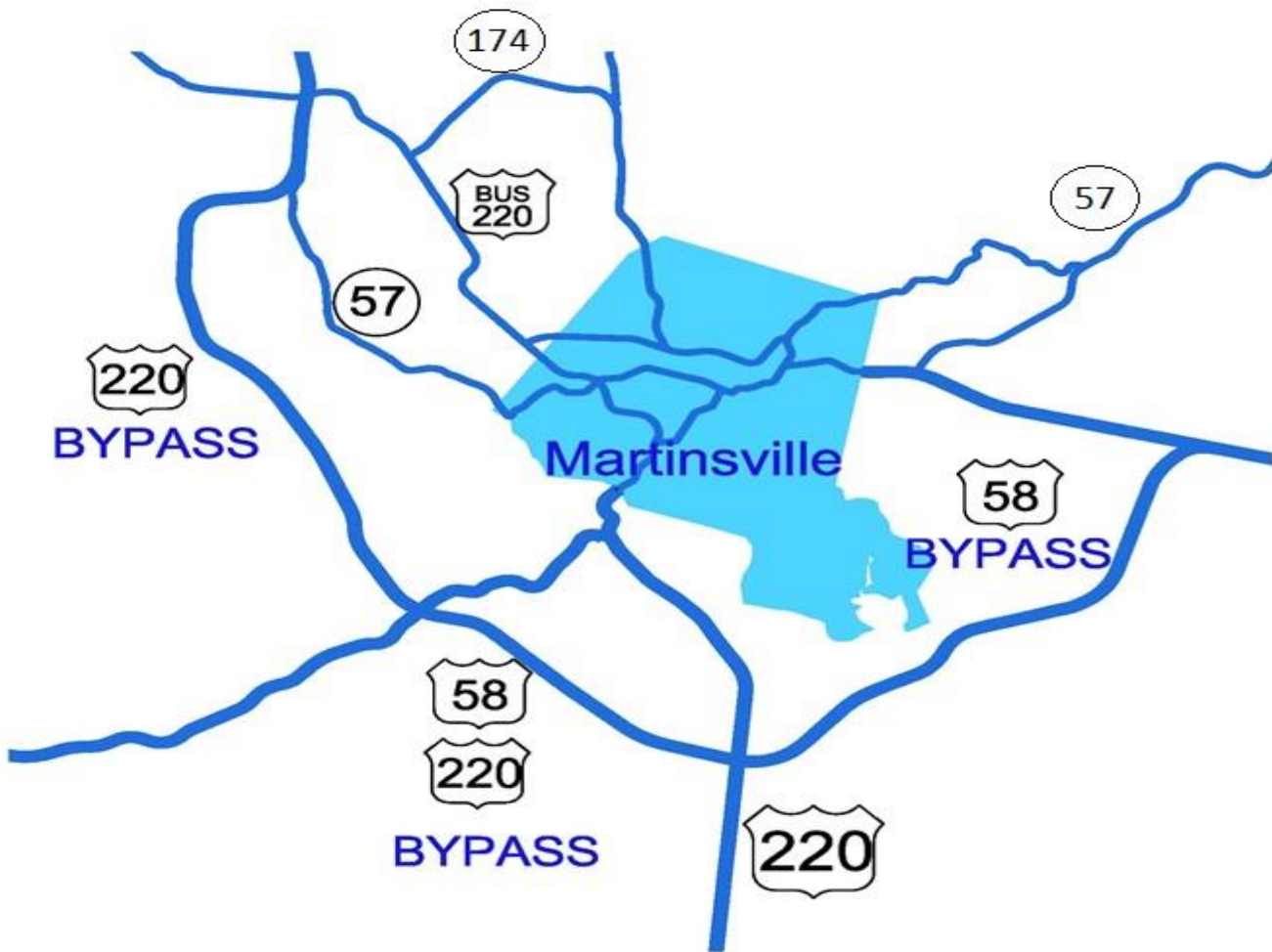






**Tab U**

**City of Martinsville Evacuation Routes**





## **Tab V**

### **CAMEO**

Computer-Aided Management of Emergency Operations (CAMEO) is computer software that has been developed by the U.S. Environmental Protection (EPA) and National Oceanic and Atmospheric Administration (NOAA). It can help emergency managers in government and in industry plan for and mitigate chemical accidents. Requirements under the Emergency Planning and Community Right to Know Act of 1986 (EPCRA/SARA Title III) can be fulfilled using CAMEO. CAMEO is a suite of four separate, integrated software applications: CAMEO chemical database and information modules, Area Locations of Hazardous Atmospheres (ALOHA) an air dispersion model, Mapping Applications for Response, Planning and Local Operations Tasks (MARPLOT) a mapping application using TIGER file maps and other data from U.S. Census Bureau, and Site Plan Viewer.

#### **Area Locations for CAMEO**

##### Henry County

Henry County Public Safety Office  
1024 DuPont Road  
Martinsville, VA 24112  
(276) 634-4660

##### City of Martinsville

Martinsville Fire and EMS  
65 W. Church Street  
Martinsville, VA 24112  
(276) 403-5325



## Tab W – Extremely Hazardous Substance Facilities

Facility	Address	CAS Number	Name	EAP Tab
AEP	2029 Axton Rd, Axton, VA 24054	7664-93-9	Sulfuric Acid	
AEP	4645 Appalachian Drive, Fieldale, VA 24089	7664-93-9	Sulfuric Acid	
Blue Ridge Solvent	3800 Original Road, Henry, VA 24102	7782-50-5	Chlorine	
Blue Ridge Solvent	3800 Original Road, Henry, VA 24102	7446-09-5	Sulfur Dioxide	
Blue Ridge Solvent	3800 Original Road, Henry, VA 24102	7664-93-9	Sulfuric Acid	
Boxley Materials	201 Koehler Road, Martinsville, VA 24112	7664-93-9	Sulfuric Acid	
Centurylink	127 East Church Street, Martinsville, VA 24112	7664-93-9	Sulfuric Acid	W.7
Centurylink	2247 Daniels Creek Road, Collinsville, VA 24078	7664-93-9	Sulfuric Acid	
Centurylink	127 Arrowhead Circle, Spencer, VA 24165	7664-93-9	Sulfuric Acid	
Centurylink	172 Field Avenue, Fieldale, VA 24089	7664-93-9	Sulfuric Acid	
Centurylink	150 Reed-Stone Street, Bassett, VA 24055	7664-93-9	Sulfuric Acid	
Comcast	1450 Top Street, Martinsville, VA 24112	7664-93-9	Sulfuric Acid	W.12
City of Martinsville	801 Wind Dancer Lane, Martinsville, VA 24112	7782-50-5	Chlorine	W.13
Hanes Brand	380 Beaver Creek Drive, Martinsville, VA 24112	7664-93-9	Sulfuric Acid	
Hardide Coatings	444 Hollie Drive, Martinsville, VA 24112	7664-93-9	Sulfuric Acid	
Millard Machinery	538 Dug Mountain Road, Martinsville, VA 24112	7664-93-9	Sulfuric Acid	
Monogram Foods	200 Knauss Drive, Martinsville, VA 24112	7664-93-9	Sulfuric Acid	
Nationwide Homes	1100 Rives Road, Martinsville, VA 24112	7783-06-04	Hydrogen Sulfide	W.18
PSA	590 Philpott Drive, Bassett, VA 24055	7782-50-5	Chlorine	
Schenker Logistics	220 Fontaine Drive, Martinsville, VA 24112	7664-93-9	Sulfuric Acid	
Springs Global	460 Beaver Creek Drive, Martinsville, VA 24112	7664-93-9	Sulfuric Acid	
Stanley Furniture	140 Hollie Drive, Martinsville, VA 24112	7664-93-9	Sulfuric Acid	
US Cellular	2950 Chestnut Knob Rd, Martinsville, VA 24112	7664-93-9	Sulfuric Acid	
VA Mirror	300 South Moss Street, Martinsville, VA 24112	7697-37-2	Nitric Acid 65-70%	W.24
VA Mirror	300 South Moss Street, Martinsville, VA 24112	7664-93-9	Sulfuric Acid	W.25
Verizon	1450 Axton School Road, Axton, VA 24054	7664-93-9	Sulfuric Acid	
Verizon	1269 Clover Road, Ridgeway, VA 24148	7664-93-9	Sulfuric Acid	

Verizon	275 Frank Wilson Avenue, Fieldale, VA 24089	7664-93-9	Sulfuric Acid
Verizon	71 Gallagher Road, Martinsville, VA 24112	7664-93-9	Sulfuric Acid
Verizon	701 Park Lane, Martinsville, VA 24112	7664-93-10	Sulfuric Acid
Verizon	544 Soapstone Road, Ridgeway, VA 24148	7664-93-9	Sulfuric Acid
Verizon	4583 Northfork Road, Martinsville, VA 24112	7664-93-9	Sulfuric Acid
VF Sportswear	500 Nautica Way, Martinsville, VA 24112	7664-93-9	Sulfuric Acid
Westrock	800 Frith Drive, Ridgeway, VA 24148	7439-92-1	Lead
Westrock	800 Frith Drive, Ridgeway, VA 24148	7664-93-9	Sulfuric Acid

## Tab W.7 – Centurylink

Centurylink  
127 E. Church Street  
Martinsville, VA 24112

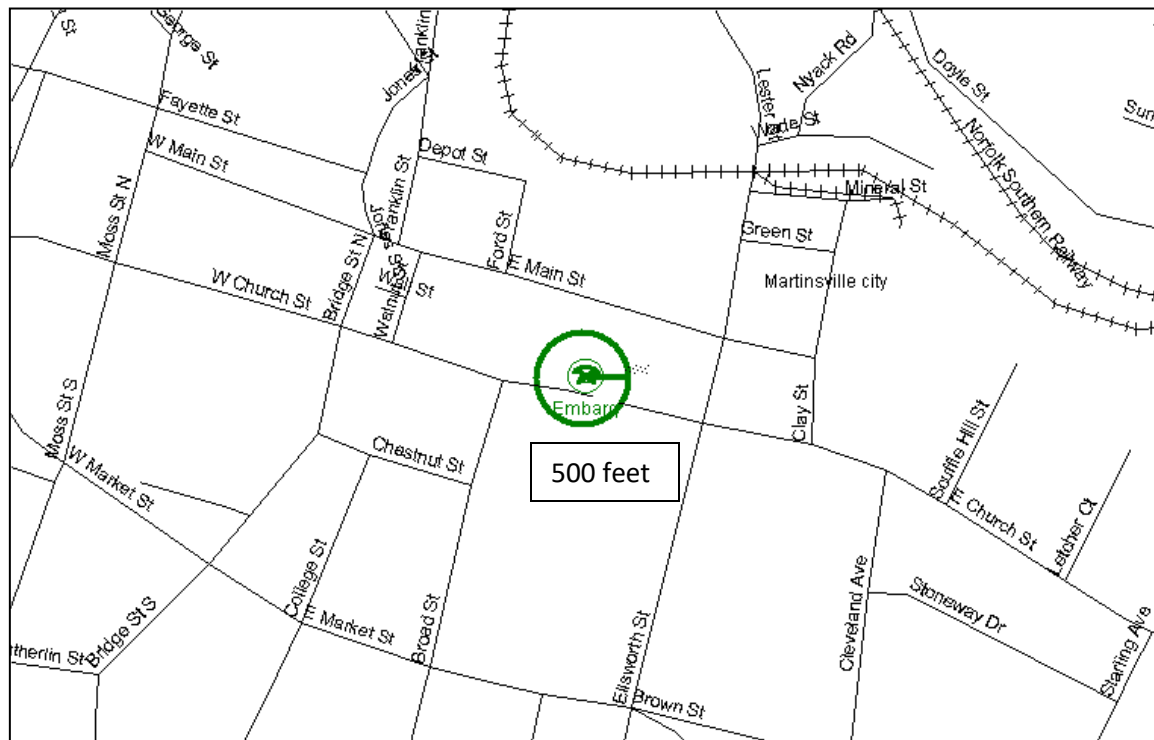
1. **Chemical** – Sulfuric Acid
2. **Emergency Contacts** –
  - a. Primary Contact: Bob Harding  
Office: 919-569-8006
3. **Transportation Route** – Acid is stored in batteries within the facility and are not regularly transported.
4. **Additional Facility Subject To Risk** – Rania’s restaurant, First United Methodist Church
5. **Potential Types of Emergencies Resulting In A Release** – Overheating or rupture of batteries which could cause off-gassing or spills
6. **Location Where An Emergency Might Occur** – Within the facility and location where the batteries are stored
7. **Response Equipment Available On Site** – Spill kits on site
8. **Training Level Of Responding Facility Personnel** – Employees are trained for small spills (5-10 gallons)
9. **Evacuation Routes** – Employees utilize closest exits
10. **Methods Used To Detect Release** – Daily visual inspection required, release detection in secondary containment
11. **Primary And Secondary Means Of Notification In The Event Of A Release** – Telephone and radio
12. **GPS Coordinates** –
  - Long - 79° - 87 min 8.3 sec West
  - Latitude - 36° - 69 min 4.5 sec North

**Storage**-Sulfuric acid is stored in batteries

**State**-Sulfuric acid is in a liquid state

**Quantity on site**-Maximum daily amount 5,000-9,999 pounds

Centurylink  
127 E. Church Street  
Martinsville, VA 24112





## Tab W.12 – Comcast

Comcast  
1450 Top Street  
Martinsville, VA 24112

1. **Chemical** – Sulfuric Acid
2. **Emergency Contacts** –
  - a. Primary Contact: Ann Hoffman  
Office: 215-962-7854
  - b. Secondary Contact: Heidi Jordan  
24 hour: 303-918-2154
3. **Transportation Route** – Acid is stored in batteries and are not regularly transported
4. **Additional Facility Subject To Risk** – None
5. **Potential Types of Emergencies Resulting In A Release** – Overheating or rupture of batteries which could cause off-gassing or spills
6. **Location Where An Emergency Might Occur** – Within the facility and location where the batteries are stored
7. **Response Equipment Available On Site** – Spill kits on site
8. **Training Level Of Responding Facility Personnel** – Employees are trained in handling minor spills (5-10 gallons)
9. **Evacuation Routes** – Employees utilize closest exits
10. **Methods Used To Detect Release** – Visual inspections
11. **Primary And Secondary Means Of Notification In The Event Of A Release** – Telephone and radio
12. **GPS Coordinates** –  
Long – 79.897023  
Latitude – 36.693100

**Storage**-Sulfuric acid is stored in batteries

**State**-Sulfuric acid is in a liquid state

**Quantity on site**-11,762 pounds



Storage facility and generator

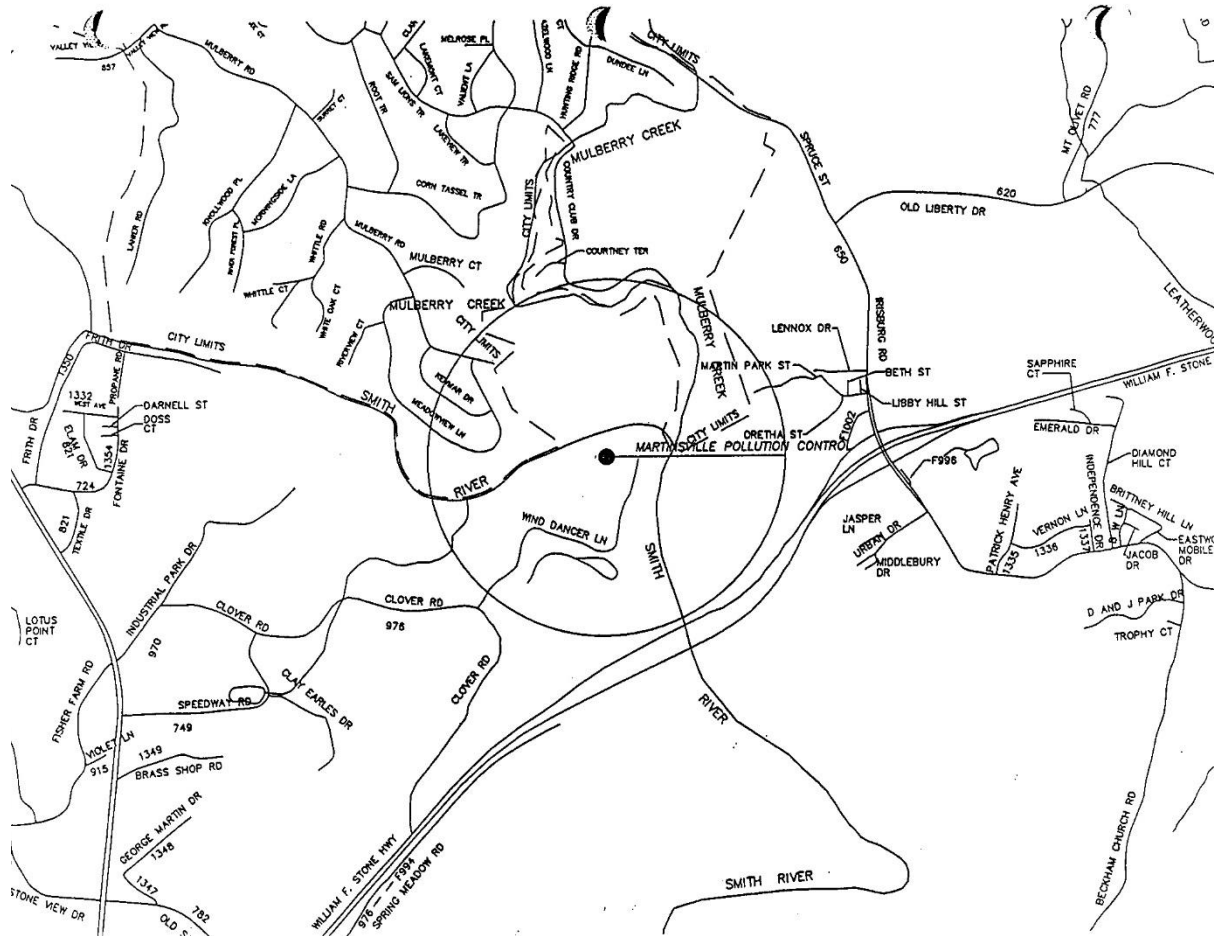
Top Street

### Tab W.13 – City of Martinsville Wastewater Treatment Plant

801 Wind Dancer Lane  
Ridgeway, VA 24148

1. **Chemical** – Chlorine
2. **Emergency Contacts** –
  - a. Primary Contact: Carmen McDowell  
Office: (276) 656-5176  
Home: (276) 629-7330
  - b. Secondary Contact: Andy Lash  
Office: (276) 403-5137  
Home: (276) 629-4701  
Cell: (276) 224-0797
3. **Transportation Route** – Greensboro to 220 North. Turn right on Industrial Park Drive. Turn right on Clover Road. Turn left on Wind Dancer Lane and follow to end of road. Facility will be on the left.
4. **Additional Facility Subject To Risk** – Forest Park Country Club
5. **Potential Types of Emergencies Resulting In A Release** – Rupture of a cylinder, leaking valves, piping extension
6. **Location Where An Emergency Might Occur** – Chlorine storage room or chlorine feed room
7. **Response Equipment Available On Site** – Self-contained breathing apparatus and personal protective equipment.
8. **Training Level Of Responding Facility Personnel** – Personnel are trained in the use of SCBA and Chlorine repair kits.
9. **Evacuation Routes** – Not posted in the building. Employees use closest exit.
10. **Methods Used To Detect Release** – Electronic chlorine gas detectors are used.
11. **Primary And Secondary Means Of Notification In The Event Of A Release** – Telephone is the primary means and two-way radio is secondary.
12. **GPS Coordinates** –  
Longitude - 79° - 50 min 06 sec West  
Latitude - 36° - 38 min 46 sec North

**Number of Days on Site = 365**



## Tab W.18 – Nationwide Homes

Nationwide Homes  
1100 Rives Road  
Martinsville, VA 24112

1. **Chemical** – No. 2 Fuel Oil mixed with Hydrogen Sulfide
2. **Emergency Contacts** –
  - a. Primary Contact: Andy Miller  
Office: 276-224-0511
  - b. Secondary Contact: John Surratt  
24 hour: 276-634-8780
3. **Transportation Route** – 220 to Rives Rd. then into facility, possibly Market St. to Mulberry Rd. then onto Rives Rd.
4. **Additional Facility Subject To Risk** – None
5. **Potential Types of Emergencies Resulting In A Release** – Possible spill from refilling or rupture from tank
6. **Location Where An Emergency Might Occur** – Within the complex where the fuel is stored
7. **Response Equipment Available On Site** – Spill kits on site
8. **Training Level Of Responding Facility Personnel** – Employees are trained in handling minor spills (5-10 gallons)
9. **Evacuation Routes** – Employees utilize closest exits
10. **Methods Used To Detect Release** – Visual inspections
11. **Primary And Secondary Means Of Notification In The Event Of A Release** – Contact 24 hr. emergency number and 911
12. **GPS Coordinates** –  
Long – 79.862882  
Latitude – 36.669675

**Storage**-Fuel oil is stored in a below ground storage tank

**State**-Fuel oil is in a liquid state

**Quantity on site**-30,024 pounds

Rives Road



## Tab W.24 – VA Mirror

VA Mirror  
300 South Moss Street  
Martinsville, VA 24112

1. **Chemical** – Nitric Acid 65-70%
2. **Emergency Contacts** –
  - a. Primary Contact: Lloyd Brigman  
Office: 276-732-8695
  - b. Secondary Contact: Frank Bullock  
24 hour: 276-252-4293
3. **Transportation Route** – Memorial Blvd. to Bridge St. to S. Moss St. Acid is not regularly transported by this company
4. **Additional Facility Subject To Risk** – Hardee's restaurant, Buck's Service Station
5. **Potential Types of Emergencies Resulting In A Release** – Container rupture resulting in leak
6. **Location Where An Emergency Might Occur** – Area of storage or usage
7. **Response Equipment Available On Site** – Spill kits on site
8. **Training Level of Responding Facility Personnel** – 8 hour HazWOp class annually
9. **Evacuation Routes** – Employees use closest exit and follow evacuation plan
10. **Methods Used To Detect Release** – Daily visual inspection
11. **Primary and Secondary Means Of Notification In The Event Of a Release** – Air horn and 2 way radios
12. **GPS Coordinates** –  
Long – 79.876877  
Latitude – 36.68542

**Storage**-Nitric acid is stored in glass bottles or labeled containers

**State**-Nitric Acid is in a liquid state

**Quantity on site**-34.4 pounds

## Tab W.25 – VA Mirror

VA Mirror  
300 South Moss Street  
Martinsville, VA 24112

1. **Chemical** – Sulfuric Acid
2. **Emergency Contacts** –
  - a. Primary Contact: Lloyd Brigman  
Office: 276-732-8695
  - b. Secondary Contact: Frank Bullock  
24 hour: 276-252-4293
3. **Transportation Route** – Memorial Blvd. to Bridge St. to S. Moss St. Acid is not regularly transported
4. **Additional Facility Subject To Risk** – Hardee's restaurant, Buck's Service Station
5. **Potential Types of Emergencies Resulting In A Release** – Container rupture resulting in exposure
6. **Location Where An Emergency Might Occur** – Area of storage or use
7. **Response Equipment Available On Site** – Spill kits on site
8. **Training Level of Responding Facility Personnel** – 8 hour HazWOp class annually
9. **Evacuation Routes** – Employees use closest exit and follow evacuation plan
10. **Methods used To Detect Release** – Daily visual inspection
11. **Primary and Secondary Means of Notification In The Event Of a Release** – Air horn and 2 way radios
12. **GPS Coordinates** –  
Long – 79.876877  
Latitude – 36.68542

**Storage**-Sulfuric acid is stored in plastics drums, bottles, or jugs

**State**-Sulfuric acid is in a solid state

**Quantity on site**-230.98 pounds



